MEETING GENERALITIES:
The Forks Township Board of Supervisors met in a work session at the Municipal Building, 1606 Sullivan Trail, Easton, Pennsylvania on this date. Chairman John O’Neil called the meeting to order at 7:00 P.M. with the Pledge of Allegiance.

Board Members present were:
John O’Neil, Chairman
Erik Chuss, Secretary/Treasurer
Ed Moore, Supervisor
Bob Egolf, Supervisor
Dan Martyak, Vice-Chairman

Others present were:
John V. Cornell, Township Manager
Mark Roberts, Public Works Director
Tim Weis, Building & Zoning Official
Wendy Nicolosi, Solicitor
Greg Dorney, Police Chief
Scott Muller, Engineer
James Farley, Finance Director
Rachel Sulzbach, Parks & Recreation Director

Absent Were:
Barb Bartek, Human Resource Manager
Charles Chapman, Fire Chief

Public Comments:
None

Supervisor Comments:
None

Invited Guest:
None
**Discussion Items: No Action to be taken**

*Note the order of the agenda was changed until the arrival of AT&T representatives.*

**UNFINISHED BUSINESS**

1. **Farm Land Preservation and Agriculture Security District  **  J. Cornell  
   *(At the April 17th meeting the Board requested the Township Manager research the issue of tax freezes as it relates to preservation of farming).*

Township Manager John Cornell said at the last meeting Supervisor Erik Chuss stated that a discussion on Farmland Preservation and tax freezes were discussed at the last TRCOG meeting; he asked that the Township Manager look into this. Mr. Cornell said that he contacted the County Open Space and Preservation District and was told that Forks Township passed an Ordinance freezing taxes for Open Space Preservation in 2008; and said he was told that only one municipality in the county has yet to do so. Mr. Cornell handed out a copy of the Ordinance to the Supervisors for their review. Supervisor Chuss asked if there was any discussion on excluding partials; Mr. Cornell said this is taken into account during the assessment; and the only time the assessment changes is when there is a reassessment; and any improvements to the home are adjusted accordingly. Supervisor Martyak asked if this has any impact on the township budget; Mr. Farley said not really; very minimal maybe less than $5,000.00.

**NEW BUSINESS**

2. **Amphitheater Lighting and Electric update:  **  M. Roberts/ R. Sulzbach/J. Cornell  
   *(The Staff will provide an update on the plans and funding for lighting and electric in the area of the amphitheater).*

Mr. Cornell reminded the Board the Township received a $48,000.00 EPA Ecopax grant; and Rachel Sulzbach and Mark Roberts are in the process of working on the electric infrastructure and transformers electric supply and provided copies of cost for installing lighting, plans, and working on bids specs, this will be coming before the board at a later date; therefore it was suggested the supervisors think about the funding for the infrastructure and the transformer; Mr. Cornell suggested the supervisors consider utilizing the board’s capital fund. Mr. Roberts said they met with the company that will be doing the work, spoke about the lighting, underground boxes, boxes will be spread out with plates on top, 2 heads on each light posts, 3 bay system, the different options available, and said they are waiting on a price from Met Ed, and would like installation by July, and said this will also address the concerns with Community Days as well. Discussion ensued on amps, volts, generators, vendors that will need electric during community days, placement of the boxes, amusement rides, lines, switchboard panels, amount of plugs per box, power strips, etc. Chairman O’Neil said once we receive the total cost from Met Ed; this can be placed on the agenda for another meeting; he then asked Mr. Farley to check the budget on the funding. Supervisor Martyak discussed the fees stating Diefenderfer, poles $58,000 plus Met Ed’s costs; $48,000 is already covered; plus Met Ed, looking at approximately $100 k, and asked what this will be used for besides Community Days. Rachel Sulzbach said this will be used for the Sounds of Summer events, Movies in the Park, and Arts in the Park as well; and will have the ability to have larger events in the future.

Supervisor Erik Chuss reminded everyone of the Arts in the Park Event on May 17th 10 AM to 4 PM with 41 exhibitors; he invited everyone to attend.
At this time discussion returned to unfinished business upon the arrival of the AT&T representatives.

### 1. Proposed Cell Tower AT&T update

_T. Weis/ R. Sulzbach_

(At the March Work session the Board discussed a request for a cellular tower in the area of the Community Park, an update will be provided on discussions with AT&T).

Tim Weis reported he and Rachel Sulzbach met with representatives from AT&T; he handed out plans showing the location that had been selected to place a cell tower. He said as proposed this would be out near the parks garage; straight across from the Community Center. The difference between the A & B plans he said one meets zoning requirements and height, closest to the roadway; the other would require zoning changes. He introduced a representative, John Mara who approached the podium and gave a brief description of the plan. Mr. Mara discussed the placement of the cell tower on township property; placement of trees around the outside of the compound to shield the compound itself; and suggested having a second carrier come in as well on the same cell tower. He also spoke about the benefits of the cell tower, communication among the citizens, property values increase, signals, capacity, increased radius, height of the antennas, radio frequency, dead areas in the township, pin point location areas, adequate needs of coverage, current level of technology, surrounding environments, open space more urbanized, different option of designs, costs, electrical / distribution lines, height / replacement of light poles, aesthetics, revenue perspective, amount of antennas, amount of carriers on one tower, signals, TC districts, permitted uses, RFI signals, heat map on dead zones, stealth options, financials, capacity, dropped calls, forecast of projections, and the level of service to the township. Tim Weis asked if this were to go forward; are the supervisors okay with the location. Chairman O’Neil asked that they present a proposal to the township so the supervisors can see the financials. Mr. Mara said having an exact location in mind will help them with their proposal. Chairman O’Neil agreed and asked the board if they were okay with the selected location. Supervisor Dan Martyak asked about installing the tower near the cottage, Rachel Sulzbach said that land could be used for a future addition to the community center. Supervisor Martyak then asked about the lease / agreement; and said cell towers will be obsolete in the future. Solicitor Wendy Nicolosi agreed and said she has seen their standards and she would have to do some work on that. She said if they abandoned the tower the township should make sure they have the funds to take it down and remove it. Chairman John O’Neil asked again about the location, Supervisor Ed Moore said he would like to hold off on making a decision; the other supervisors were okay with the selected location. Further discussion ensued on the distance from the fence, property lines, scoreboard pole, coverage, height of lights, the power unit, and the size of the compound; All agreed to option A which will need to go before the zoning Board.

### Public Comment:

**John Green – Frutchey Hill Road**: said a cell tower was built approximately 150 feet from his home; with big silver galvanized fence surrounding it; he said it looked horrible; finally after some complaints were filed the cell tower provider provided slats which did help.

### 2. Braden Airpark: LNAA Status, current use and future uses

_E. Chuss, J. Cornell, T. Weis_

(Recent articles in the news media on the status of the Braden Airpark warrant discussion on the current use, history and possible future uses of the site).

Mr. Cornell said he placed this on the agenda to start a general conversation about the airport and spoke about the LNAA (Lehigh Northampton Airport Authority). People have asked questions and he would like everyone to understand what the airport is, the zoning, etc. He said in 2000 the Township entered into a lease with the Authority to lease 300 feet of the ground the township owns just south of the airport which is 23.5 acres; previously owned by Lafayette College which was purchased by the township to
Supervisor Chuss gave a brief update regarding the more recent status and issues concerning the airport.

He said the representatives from the township met with representatives from the Rockefeller Group and LNAA in first quarter of 2013 in reference to issues regarding the history of the airport, the current agreements, past lawsuits the township has faced, etc. He said LNAA came to BCAF later last year and said they have a $300,000 annual debt service, they incurred to purchase the airport, made a brief presentation and then stated they needed to close the airport, and he said the township had previously asked for a second meeting prior to any decision regarding closure; however that was never held.

Supervisor Chuss spoke about the 30 day extension to close the airport which was approved on May 28, 2013; the county and the state were notified; it turned out to be a seven month extension and then a year. He said the Save Braden Airpark group, pilots, and others interested in keeping Braden’s opened; are willing to put up money, purchase, and/or take over operations. He said the LNAA identified four to five options that are available for Braden. LNAA is claiming losses of $250,000 a year; which includes a $160,000 annual debt payment for the $3 Million bond with a term of 30 years and they used Braden airport as collateral towards that bond; they have not made one payment on the principal to date. He said it cost $1.2 Million to actually purchase Braden. $2.9 Million in state grants were put towards Braden, which includes $1.2 Million for the other half of the purchase costs and the new sewer and fuel pumps which just opened last April. The $250,000 annual loss also includes $73,000.00 in actual operating expenses. He said the LNAA had been stating that they needed to close Braden and use the proceeds of sale towards their eminent domain lawsuit, and said this is off the table for the past 6 months since they have realized they will lose money if they tried to do so and would have no money to put toward the lawsuit; ‘the best of the worst’ options is to keep it open as an airport and hope to break even. In recap, $2.9 Million dollars will be owed to the state if they just close Braden; the bond, which has not been paid down at all; and if they sell the airport to pay the grant obligation they will owe $3 Million to the bondholders so they will owe, in total, at least $6 Million and more. He said Braden has been appraised by the LNAA if rezoned. They said it may be worth $3.5 Million which is very questionable; he said they would have to prove a hardship in order to be granted a zoning change. A private appraisal that was completed stated it is worth $1.2 Million as currently zoned. The LNAA is considering offering a fee simple sale to Northampton County or Forks Township; have not received any offer to date. John Brown from the county has requested a meeting with Forks Township officials. He said various people are willing to support Braden Airpark; and Northampton County had offered $5,000.00 a month in operating expenses to help them. Jim Farley spoke about the bonds, refinancing, re-bonding, and said there is no collateral. Supervisor Chuss said there is no obligation to LNAA. He added that there has been discussion about requesting an extension of the paved runway over the 300 foot of land that is leased to the township. Currently there is a 2200 foot runway; 1900 feet of it is paved; it’s a very short runway. Supervisor Chuss also said there was discussion on allowing additional hangars and tie downs, requesting limited commercial use such as a café’, paint shop, museum, etc. and if that would be allowed. He has said he asked them to put any requests to the township in writing.
Public Comment

Paula Young – (spoke from the audience; did not approach the podium; therefore could not be heard on the recording.) Township Manager, John Cornell said a gentleman came in today and gave him a copy of a architect’s proposal to keep the upgrade the airport as previously proposed by Braden and approved by the Township. Chairman O’Neil said we were not in the position to make a comment on future use; or Forks Township’s position on the airport since nothing has been proposed to us at this point in time; this is just a recap of the history and where they stand today.

3. Community Activity Support Levels:  J. Cornell, R. Sulzbach, M. Roberts
(With the increased activities by various groups in the Forks Township Park System the staff seeks direction or confirmation of the Board expectations for levels of service and costs incurred).

Township Manager John Cornell said our goal is to keep everyone on the same level; we are trying to communicate and keep all costs down. He asked about the level of service and spoke about the different organizations that utilize the parks and other areas; and how much staffing is required during these occasions. He said we are trying to communicate and keep the costs contained as best we can. The staff gets a minimum of two hours to come in on weekends to clean up after some of these organizations. Chairman O’Neil spoke about the cost, and countless hours used to run community days, outside organizations and the different level of service we provide; he said we must come up with something when these organizations come in here. Mr. Cornell asked if they were fine with the current level of service we currently provide. Discussion ensued on tournaments, staff making sure pavilions and rest rooms are open, toilet tissue is provided, and garbage cans are emptied. Rachel Sulzbach said some of the organizations supply port potties for their events. It was suggested that any organization needing use of electric should have a utility fee added. Also discussed charging a surcharge; make them agree to clean up garbage. Mark Roberts asked if someone comes in and wants to hold an event, who is responsible for clean up. Discussion ensued on staff hours, compensation, setup fee, private events, maintain the level of service, put amount in budget for events, overtime, ecology of the land, attendance of each event, requiring a minimal deposit, volunteers for clean up and set up, adjust fee schedule, level of involvement of the staff, possibly generating a fee, supervisors expectations, maintenance, etc.

Chairman John O’Neil said look at the financials; if everything is fine leave things alone, he said we hired department heads to run their departments. He said to date, everything is running smoothly and all seems to be going fine.

Additional Discussion

Public Works Director, Mark Roberts said they picked up the new sewer jet truck, and said Nazareth Township is very interested in purchasing our old unit for $30,000.00. He said since this would be between government agencies and we can do it in house without going out for bid.

Finance Director, Jim Farley said he is working with EZ Micro on passwords for supervisors private drive, emails, supervisors shared drive, management shared drive, access, as well as other programs, he said this is work still in progress.
There being nothing further to discuss the meeting was adjourned at 9:07 PM.

Executive Session: Litigation

Minutes transcribed by Debi Tindall, Admn. Asst.